

REPORT
OF THE
POLK STATE SCHOOL



Polk, Venango County, Pennsylvania.

For the Biennial Period Ending May 31, 1928.

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*Louis Stevens, A.A.A.
Landscape Architect
Pittsburgh, Penna.*

Boys Dormitory Polk State School

BIENNIAL REPORT

of the

POLK STATE SCHOOL

at

Polk, Venango County, Pennsylvania.

for the

Biennial Period Ending May 31, 1928.

to the

Secretary, Department of Welfare,
Harrisburg.



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OFFICERS OF THE INSTITUTION

BOARD OF TRUSTEES

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<i>Rev. Chas. E. McKinley, Protestant</i>	Polk

RESIDENT OFFICERS

<i>Harvey M. Watkins, M. D.</i>	Superintendent
<i>William J. Steward, M. D.</i>	Ass't Superintendent
<i>Henry B. Gaynor, M. D.</i>	Sr. Ass't Physician
<i>Georges H. Lussier, M. D.</i>	Ass't Physician
<i>Emma Hodge Worrall, M. D.</i>	Ass't Physician
<i>Robert S. Dow, D. D. S.</i>	Dentist
<i>George L. Weaver</i>	Steward
<i>H. C. Ewalt</i>	Farm Manager
<i>George B. Hays</i>	Mechanical Superintendent
<i>Harry Daye</i>	Maintenance Foreman
<i>Miss Cecelia Conrad</i>	Institutional Secretary
<i>Mrs. Mary Weikal</i>	Bookkeeper
<i>B. C. Weikal</i>	Principal Clerk
<i>Miss H. Ramona Parmenter</i>	Psychometrist
<i>Miss Janei H. Potter</i>	Director of Social Service
<i>Miss Elizabeth Daniels</i>	Housekeeper
<i>Miss Mary L. Roerig</i>	Supervisor
<i>Miss Nanna Zahnizer</i>	Supervisor "Gardenside"
<i>Mrs. Helen Nye Cook</i>	Supervisor "The Terrace"
<i>Mrs. Maud Fell</i>	Supervisor "Hospital"
<i>Mrs. Josephine Baines</i>	Supervisor "Lakeside".

TEACHERS

PRINCIPAL

Miss Anna May Bruce

KINDERGARTEN

Miss Ruth Lewis

Miss Beulah Smith

ACADEMIC

Miss Loletta Hayes

Miss Della Kaltenbaugh

Miss Nell Homan

Miss Mary Sherman

Miss Thelma Peebles

MUSIC TEACHER

Mrs. Helen Rudy

BAND AND ORCHESTRA

William Sutley

SEGUIN

Mrs Claire Campbell

GYMNASIUM

Miss Florence Brainard

INDUSTRIAL ARTS

Miss Elizabeth Scott

Miss Wilda Beach

VOCATIONAL

Miss Myrtle McFarland

Miss Winifred Hays

Miss Alice Harvey

Mr. Hammond Rudy

HOME ECONOMICS

Miss Ruth Houston

REPORT OF THE TRUSTEES

*To the Secretary of Welfare,
Commonwealth of Pennsylvania.*

The Board of Trustees of the Polk State School respectfully submits its report for the biennial period ending May 31, 1928.

Regular monthly business meetings have been held and regular visits of inspection of the various departments have been made by a committee of the Board appointed by the Chairman each month; also, many informal visits by the different members, thereby keeping in close touch with the institutional activities.

The co-operation of the Welfare Department with the Board has been deeply appreciated.

An appropriation for a Boys' Dormitory has been made. Plans and specifications have been approved and bids received.

New business methods have been installed and greater efficiency secured by the improved system.

Interior painting and plastering has been done where needed in all the buildings, and the appearance of the whole school much improved.

A farm colony for boys has been developed and is working satisfactorily in caring for selected boys who may later be considered for parole.

Additions to the medical staff have given this department an improved service. A Social Worker has been employed and we are gratified by the results obtained.

A number of clinics have been established by our Superintendent in the various Counties of this district, and this work is of great value to the institution.

Our future needs require additional space, infirmary buildings, reclaiming school rooms by building a second story to the present stores building, and a residence for the Superintendent.

The Board wishes to express its satisfaction in having secured as Superintendent, Dr. Harvey M. Watkins, who was appointed in July, 1926 and took active charge August 17, 1926. Dr. Watkins' work has been thorough, and his unfailing courtesy

to the Trustees and employees alike merits this word of appreciation.

A summary statement of the financial condition and progress of the work of the institution is fully reviewed in the reports of the Treasurer, Superintendent and Steward hereto attached.

Respectfully submitted,

JOHN L. HANNA,
H. J. CRAWFORD,
MRS. IDA H. BEATTY,
GEORGE E. GLINES,
E. T. STEVENSON,
JOHN W. CHALFANT,
W. K. BORLAND,
R. D. NICKLIN,
JESSIE SMILEY, Sec'y.
TRUSTEES.

REPORT OF THE TREASURER

FOR THE YEAR ENDED MAY 31, 1927.

MAINTENANCE

Receipts—

Balance in Treasury June 1, 1926	\$ 27,261.52
Balance with Superintendent June 1, 1926	500.00
From Commonwealth	562,722.08
From clothing furnished patients	46,935.94
From pay and part pay patients	22,251.83
From sale of material	1,240.93
From all other sources	2,502.33
	<u>\$663,414.63</u>

Disbursements—

Warrants paid during year	\$606,279.14
Cash with Superintendent, June 1, 1927	500.00
Balance in Treasury, June 1, 1927	56,635.49
	<u>\$663,414.63</u>

ANALYSIS OF EXPENDITURES

(Actual Vouchered Expenses)

On Account of Maintenance

Stores Account	\$179,085.94
Dept. A—Administration	33,108.84
Dept. B—Household	120,705.79
Dept. C—Operation of Plant and Care of Grounds	28,424.85
Dept. D—Repair and Upkeep	116,226.82
Dept. E—Shoes and Clothing	12,546.00
Dept. F—Professional Care of Patients	86,859.74
Dept. G—Auxilliary Agencies and Sundry Activities	20,841.12
Dept. H—Agricultural Activities	34,211.71
Freight	15,398.45
	<u>\$647,409.26</u>

✓ Daily average attendance for year ended May 31, 1927	2,150	✓
Per capita expenditure for year	\$ 301.12	
Average weekly per capita expenditure	5.78	

SPECIAL APPROPRIATION EXPENDITURES

General repairs, etc., 301-A-1925	\$103,759.37
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REPORT OF THE TREASURER

FOR THE YEAR ENDED MAY 31, 1928.

MAINTENANCE

Receipts—

Balance in Treasury, June 1, 1927	\$ 56,635.49
Balance with Superintendent	500.00
From Commonwealth	508,503.30
From clothing furnished patients	47,526.40
From pay and part pay patients	20,213.69
From sale of materials	4,621.41
From all other sources	4,390.43
	<hr/> \$642,390.72

Disbursements—

Warrants paid during year	\$576,568.87
Cash with Superintendent, June 1, 1928	500.00
Balance in Treasury, June 1, 1928	65,321.85
	<hr/> \$642,390.72

ANALYSIS OF EXPENDITURES

(Actual Vouchered Expenses) On Account of Maintenance

Stores Account	\$142,407.39
Dept. A—Administration	34,203.52
Dept. B—Household	118,465.39
Dept. C—Operation of Plant and Care of Grounds	27,128.70
Dept. D—Repair and Upkeep	46,920.34
Dept. E—Shoes and Clothing	11,981.05
Dept. F—Professional Care of Patients	94,309.51
Dept. G—Auxilliary Agencies and Sundry Activities	20,446.48
Dept. H—Agricultural Activities	36,459.58
Freight	15,543.30
	<hr/> \$547,865.26

Daily average attendance for year ended May 31, 1928	2,187
Per capita expenditure for year	\$ 250.50
Average weekly per capita expenditure	4.82

SPECIAL APPROPRIATION EXPENDITURES

General repairs, etc., 301-A-1925	\$ 39,568.70
Special repairs, 89-A-1927	9,551.26
Construction, 89-A-1927	47,591.45

REPORT OF THE SUPERINTENDENT

TO THE TRUSTEES OF THE POLK STATE SCHOOL:

No easy task confronts me in reporting to you this, my first biennial report for the period ending May 31, 1928.

To rise far enough above the horizon to take a wide view of the entire field involves the risk of losing sight of some of the important details of administration of which a biennial report should speak to you and through you to a public presumably interested in the conduct of a great public charity; and yet, a less general view is hardly compatible with as brief an experience as twenty-two months of the new situation. The feeling is natural that this, my first message to your Board should be marked with diffidence and reserve.

At the outset, I wish to take this opportunity of expressing my appreciation for the work that has been done at the Polk State School.

With this brief introduction, I proceed to the conventional statistical survey of the operation of this institution.

MOVEMENT OF POPULATION

Year ended May 31, 1927—	Boys	Girls	Total
Enrollment at beginning of year	1099	1145	2244
In institution at beginning of year	1023	1087	2110
Away from institution at beginning of year	76	28	134
Admitted during year	111	98	209
Cared for during year	1210	1243	2453
Discharged—improved	51	31	82
Discharged—unimproved	31	27	58
Died	25	37	62
Away from institution at end of year	53	39	92
In institution at end of year	1050	1109	2159
Enrollment at end of year	1103	1148	2251

Year ended May 31, 1928—	Boys	Girls	Total
Enrollment at beginning of year	1103	1148	2251
In institution at beginning of year	1050	1109	2159
Away from institution at beginning of year	53	39	92
Admitted during year	174	167	341
Cared for during year	1277	1315	2592
Discharged—improved	36	25	61
Discharged—unimproved	12	14	26
Transferred to other institutions		54	54
Died	31	33	64
Away from institution at end of year	39	50	89
In institution at end of year	1159	1139	2298
Enrolled at end of year	1198	1189	2387

DISTRIBUTION OF POPULATION

May 31, 1928

	Present			Rate Capacity		
	Boys	Girls	Total	Boys	Girls	Total
Boys' Cottages	490		490	400		400
Girls' Cottages	96	418	514		400	400
Lakeside	356		356	250		250
Gardenside		289	289		250	250
The Terrace		384	384		330	330
Temporary Buildings	142		142	100		100
Infirmary	75	48	123	40	40	80
On Parole	39	50	89			
TOTAL	1198	1189	2387	790	1020	1810
On Waiting List	364	282	646			

The general health of the institution has been excellent with the exception of a mild epidemic of scarlet fever and of measles. We have been free from serious accident and have been as comfortable as possible notwithstanding our overcrowded conditions in the cottages.

There have been 550 admissions during the biennium, distributed as follows:

Mental Age 1-3	148
" " 3-7	247
" " 7-12	146
Borderline	8
Dull Normal	1

As indicated by psychometric tests, it is shown that 45 per cent of our new admissions are in the so-called Imbecile group; 28 per cent Morons and 27 percent Idiots. A great number of our admissions have been helpless and of a delicate constitution. This limits the admission of children of higher mentality and of the more trainable type.

During the biennium there has been introduced the so-called Ten Point Scale, studying each new admission not alone from his psychometric rating or from his physical examination, but trying to elaborate the ten following points in which the combined teamwork of the physician, the psychologist, the head teacher and the social service worker unite:

1. Physical Examination,
2. Family History,
3. Personal and Developmental History,
4. History of School Progress,
5. Examination in School Work,
6. Practical Knowledge,
7. Economic Efficiency,
8. Social History and Reactions,
9. Moral Reactions,
10. Psychological Test.

An evaluation of the above ten points gives one a better viewpoint and means a study of the individual child and permits of better segregation and placement in school work than would obtain if intelligence tests alone were our only criterion.

With limited bed space one is constantly being urged to admit certain types which are unsuited for training with the mentally defective, particularly those cases of encephalitis presenting marked conduct disorders, the epileptic and the defective delinquent. The care, training and treatment of the epileptic is distinct from the mentally defective, and should be cared for in a separate institution catering to his exclusive needs. This institution at the present time has 428 epileptic children whose care and treatment constitutes a distinct embarrassment to themselves and to the mentally defective. Those conduct disorders following encephalitis should be segregated in a separate institution, or, in the absence of such, in a separate ward of a special mental hospital. The defective delinquent should be segregated from the docile feeble minded child as his care requires a separate institution.

Mental Health Clinics have been established in the following cities: Butler, Franklin, New Castle, Oil City and Sharon. The members of the staff of the institution have acted as consultants at these clinics. I feel that this is a very desirable piece of extramural work and one that should be extended. The idea of these clinics should be therapeutic as well as diagnostic, carrying to the relatives of the children helpful suggestions and advice, thereby delaying and oftentimes preventing their admission to an institution.

As rapidly as time and facilities permit, special school clinics for the examination of all children retarded three years or more in the public school system should be established, distinguishing these special school clinics, which examine only retarded school children, from the regular mental health clinics which examine all types of mental and conduct ~~and~~ disorders. It is recognized that fully 95 percent of feeble mindedness is a community problem, therefore, the institution should take an active part in the community and school work with these children. Contacts, wherever possible, should be made with the public school system in assisting to make plans for special class and opportunity class work within the public schools.

The medical work has been somewhat revised. Complete physical examinations are now made each year. Progress notes have been made routine. Typhoid inoculation has been given to all patients and routine Wasserman tests have been made on all new admissions.

Two additional physicians have been added to the staff, thereby permitting us to do better case record work and to give more individual attention to the patient. There is marked need for more medical research into the causes of this disorder than has heretofore been made. A full time pathologist should be employed and routine autopsies should be made where consent of parents or relatives can be obtained. An honorary consulting staff should be procured, based entirely upon merit, and representing the various specialties, to which could be referred those cases which have presented to the staff special medical or surgical problems.

Dr L's research recommendations

Beginning January 1, 1927, daily dental reports have been made showing names and numbers of children examined or treated. At least twice a year each child is examined by the dentist and the results of this examination recorded in the case record. The following report shows the result of the dental work for the period January 1, 1927, to May 31, 1928:

Children examined	9807
Cleansings made	1617
Treatments for Gingivitis and Pyorrhea ..	1631
Silver fillings	896
Silicate fillings	27
Cement fillings	32
Temporary fillings	181
Abscess and pulp conditions treated	174
Extractions	4559
Full plates	26
Partial plates	8
Plate repairs	65
Bridges	7
Bridge repairs	14

The work in this department shows steady progress and it is already apparent that a dental hygienist is warranted in view of the amount of work done.

CHANGES IN STAFF. Dr. William J. Steward was appointed Assistant Superintendent on March 21, 1928. Dr. Georges H. Lusier was appointed Assistant Physician on November 16, 1926. Dr. Emma Hodge Worrall was appointed Assistant Physician on December 1, 1927.

Miss Helen W. Bechtel, Psychologist, resigned September 30, 1926, and Miss H. Ramona Parmenter was appointed Psychometric Tester on December 1, 1926.

General George C. Rickards was appointed Assistant to the Superintendent on August 1, 1926, and resigned June 14, 1927.

Miss Janet Potter was appointed Social Service Worker on May 1, 1928.

PSYCHOLOGICAL DEPARTMENT. This department has functioned satisfactorily. At the close of the biennium a psychometric report was in each case record folder of every child in the institution, and the psychometric status of the school population at the end of this period showed 2387 tests done, divided as follows:

Idiots	499	21%
Imbeciles	1435	60%
Morons	438	18%
Borderline	11)	
Dull Normal	2)	1%
Unclassified	2)	

In addition to this routine survey, the Psychological Department has assisted in the conduct of our clinics and has routinely retested each child within school age every year. It is our plan to continue this retesting until the school children reach sixteen years of age, and to give additional tests at eighteen or twenty years of age.

SOCIAL SERVICE DEPARTMENT. Since the establishment of this department, all cases that are carried on parole are now being investigated, as well as homes prior to granting of parole, and applications for admission. The so-called Indefinite Parole law, which recently was enacted in this State, will be of great benefit to us and will permit of the wider use of parole, together with keeping in contact with many of our children that should remain permanently as patients, although who might temporarily be paroled to relatives.

Fifty-four transfers of girls have been made to the Laurelton State Village. In addition to this, attempts have been made, with only a fair degree of success, to return to the County Homes certain children who have received all the training of which they are capable, and who are beyond fifty years of age. We have approximately 200 such children now in the institution.

A boys' Farm Colony has been completed and it is our plan to care for select boys beyond school age who are eligible for parole, these boys to be given special farm training prior to their going on parole. This plan is to be developed entirely within the institution, giving to the boy a little less supervision than the main group, and yet a little more supervision than he would obtain in the community, thus giving him a trial in this sort of supervision before granting ultimate parole.

EDUCATIONAL DEPARTMENT. The Educational Department has carried on its work in a satisfactory manner, and during the biennium there were enrolled in actual class work 403 children, as follows:

	Boys	Girls	Total
Enrolled in classes September, 1926	180	171	351
Admitted to classes 1926-1927	69	73	142
Dismissed from classes 1926-1928	68	22	90
Enrolled in classes May 31, 1928	181	222	403

In addition to the above, 941 were employed in useful trades and occupations.

Printing has been added as an additional course and we are now printing practically all our own forms. Industrial training should be planned to meet more nearly the needs of the middle group of defectives than has formerly existed. The more practical and simpler occupations that are taught the better. It is well to remember the aim of this institution:

"The aim of this institution is to provide suitable training for all children in western Pennsylvania who, by reason of mental deficiency, are unable to receive instruction in the common schools; and to provide manual training and suitable employment for older children who, by reason of mental deficiency, are unable to care for themselves."

Sixty per cent of our population have mental ages of 3 to 7 years, therefore, industrial training should be simplified and planned to meet their needs, as children in this group who are trained workers effect a decrease in overhead of personnel which is quite appreciable. The products of their handiwork should be largely consumed within the institution.

Special training of the Seguin-Howe-Fernald type has been instituted and an experienced teacher in this line of work has been employed. This training is especially useful and is considered to be fundamental in training the mental defective.

Special flag exercises have been carried out daily during the biennium in the way of routine raising and lowering of the flag.

New playground equipment has been added. New picture projecting apparatus has been obtained and has added greatly to the entertainment of the children. Throughout the year special entertainments have been provided and all holidays observed with special exercises.

The work of the teaching department throughout has shown improvement. It is gratifying to note the increased interest being shown by colleges, normal schools and special class teacher in this line of work. During the last two years 51 colleges, normal schools, high schools and special students have made visitations to our institution and clinics have been given them by members of the staff.

NEW CONSTRUCTION. Owing to overcrowded conditions, together with a long waiting list for admission, we have developed at the suggestion of the Secretary of Welfare, so-called emergency construction of temporary quarters for some 200 patients. This has shown an economy of construction which is already apparent, and which enabled us to admit 200 additional urgent cases from our district. It is well to point out at this time that this sort of construction meets the needs only temporarily, and although it is temporary it does meet actual urgency and meets it in the quickest possible manner. The cost of this construction has averaged less than \$200.00 per bed complete ready to occupy. The interest on permanent construction alone would amount to this sum within three years. It is safe to state that this construction is good for at least five years.

An appropriation was granted us by the last Legislature for \$635,000 "For the erection and equipment of additional units to increase the capacity of the institution together with the auxiliary steam lines and boiler equipment." In accordance with the above appropriation, plans and specifications have been completed and

bids have been obtained and contract awarded for a building to house 400 additional boys. We will also be able to add an additional boiler and stoker, and also make additions to our hospital building.

During the biennium two barns were destroyed—one by lightning and the other, a dairy barn by fire of unknown origin. Both of these barns are in process of replacement by the Department of Property and Supplies.

AGRICULTURAL ACTIVITIES. In general, this department has shown marked improvement. The dairy has for the last two years averaged approximately 12,000 pounds of milk per year and shows an increase from approximately 8,000 pounds. The low producers have been largely culled from the herd. Routine testing for tuberculosis and abortion has been made and the herd is at the present time free from disease.

An additional 100 acres of ground has been reclaimed by tile drainage and will permit an increased acreage in truck gardens.

All farm buildings have been repaired. Two new silos have been built. Complete soil analysis has been made of all fields. Orchards have been repruned, sprayed and production increased. Four hundred new trees have been planted. A complete orchard survey was made by State College.

The program of reforestation is being continued, and we are making plans for reforesting some 200 acres which include the water sheds. During the year the Forestry Department have abandoned Polk State School as a state nursery, having acquired lands elsewhere.

Co-operation has been given us by the County Agents, State College and the Agriculturalist of the Department of Welfare. From these different sources we have been able to avail ourselves of the latest developments in agriculture.

The installation of new farm accounting has been accomplished and a perusal of the comparative agricultural statements appended elsewhere are briefly referred to.

In the Analysis of Expenditures, the cost of Agricultural Activities, Department "H" for the year ending May 31, 1927 is \$34,211.71. For the year ending May 31, 1928, \$36,459.58, or a total of \$70,671.29. The Steward's report shows produced for the year ending May 31, 1927, \$90,916.97, and for the year ending May 31, 1928, \$84,771.70, or a total production of \$175,688.67.

Comparative statement compiled from records of system as installed by Main and Company, accountants, show net earnings for year ending May 31, 1927 of \$23,171.70, and for the year ending May 31, 1928, \$15,772.67, or a total net earnings of all agricultural activities for the biennium of \$38,944.37. This figure more nearly represents actual conditions than the production figure. The net earnings represent production, plus sales, less expenses. The Treasurer's report shows only actual cash transactions with Department "H", whereas costs show disbursements and production consumed.

It should be borne in mind, however, that in an analysis of State institution statistics the cost of operation of these activities do not include any charge for depreciation, wages of patient help or for the use of the land, buildings and equipment and interest on the investment.

Certain phases of agricultural activities must of necessity show a loss. On our farm proper we show a slight loss which is offset by increased earnings in the truck garden and by more marked earnings in the dairy. However, all activities on the farm—the farm proper, the truck garden, the dairy and the piggery—should be considered as a whole as those diversified activities are interlocking and are dependent upon each other.

REPAIRS AND IMPROVEMENTS. Expenditures under this heading have been increased during the biennium. Special permission was given by the Department of Welfare and the Auditor General to charge certain capital outlay items against maintenance. These items slightly increased the per capita cost during the first year of the biennium. For the year ending May 31, 1927 a total of \$116,226.82 was expended for repairs and upkeep, the average weekly per capita cost for this year being \$5.78. The last year of the biennium showed an average per capita cost of \$4.82, which represents the lowest per capita cost within recent years. The first year includes expenditures for new equipment, replacements and improvements amounting to approximately 21 cents per capita week.

I make no apology for the larger sum expended for repairs and improvements, but point to it with satisfaction in that repairs and improvements have been made in each and every single department. It is imperative in an institution that has seen 30 years constant and hard usage that reconstruction should keep pace with decay.

The following has been accomplished: The entire Main Group consisting of 16 cottages, 2 school buildings, 4 dining rooms, kitchen, halls and corridors have been entirely repainted and replastered. All basements throughout have been kalsomined. All outside buildings consisting of 9 residences and 6 barns have been repaired and repainted. The hospital has been replastered and painted and fireproof slate stairs have replaced wooden ones.

Fire alarm signal systems have been installed throughout the buildings, together with necessary corrections of fire hazards in compliance with inspection made by the Department of Labor and Industry.

Five Frigidaire units in the various kitchens, which give us double protection in refrigeration, have been installed. In addition to this, the cold storage plant consisting of 8 storerooms has been entirely rebuilt, together with the necessary brine lines and ice-making equipment.

New chlorinators have been added at the Pump Station, and new chlorinators and a new electric sludge pump has been installed at the Disposal Plant, together with necessary concrete work.

Steel conduits have replaced wooden conduits in the electrical wiring of the entire main group. New steam turbine, new lathes, drill presses and necessary machine shop equipment have been installed. New laundry equipment, consisting of washers and extractors, new kitchen equipment in Main Group consisting of ranges, steamers, mixers and cookers, and new bakery machinery have been installed.

Telephone service has increased by the addition of a third trunk line, together with a new switch board.

A new cannery building has just been completed. The blacksmith shop has been fully equipped and reopened.

Walks and roadways throughout have been repaired. Roofs and gutters have been repaired.

New laboratory equipment has been placed in a separate building and a four-compartment morgue has been installed.

Notwithstanding the above improvements and repairs that have been made, we closed the biennium with a substantial balance reverting to the State.

ADMINISTRATION. The administration of the institution is being conducted through definite departmental heads. These department heads are being counseled with and supported, the three main departments being: The Medical Department headed by the Assistant Superintendent; The Maintenance Department headed by the Steward, and the Educational Department represented by the Head Teacher.

All medical activities are grouped and centralized under the Assistant Superintendent.

The purchasing of supplies, the engineering department the farm and the accounting department are grouped under the Steward.

The educational activities, both academic and industrial, are grouped under the Head Teacher.

This has more or less simplified the handling of administrative detail. I personally believe in few departments, a minimum number of rules and regulations but those rules and regulations strictly observed and adhered to.

In accordance with request of the Department of Welfare and Budget Secretary, a new accounting system has been installed in all the institutions throughout the State. While this has increased clerical work, it has tended to clarify and systematize our book-keeping department and bring it more nearly in conformity to other institutions.

PERSONNEL. Few changes have been necessary in our personnel. In the most part, we continue with the same departmental heads. Only four old employees have been dismissed during the

biennium. Vacancies have been filled largely by promotions from within the ranks of those already employed. Merit is constantly being considered, and increases in pay are given wherever conditions and classification permit. Initiative and industry among the employees is being constantly stimulated.

GIFTS. It would be easy to catalog a list of the many friends who have added to the comfort of our children, did not a sense of consideration for the the giver prescribe other forms of acknowledgment for the books, magazines, musical instruments, monies, etc. that have been donated so generously, however, most of our donors prefer that their names remain hidden. What matters most is that those gifts were all rich in thought and spirit and were greatly appreciated by the institution.

“And we are not told whose gift was gold,
Nor whose the gift of myrrh.”

We are indebted to the Department of Welfare for the co-operation and efficient supervision given, and to the Budget Secretary for painstaking detail in working out new budgetary control.

It is particularly gratifying to note that the employees are responding wholeheartedly. They are showing efficiency of the highest order and for the most part are faithful, loyal and dependable.

I wish to express my personal appreciation of the services rendered by the clergymen in this vicinity who have cheerfully responded at all times.

And lastly, to you, members of the Board of Trustees, individually and collectively, who have given of your time unstintingly, in good days and bad, day or night, for your words of wisdom, wise counsel and co-operative teamwork, supporting each and every recommendation made by me to you during this biennium, I owe my profoundest thanks. Without your counsel it would have been impossible to carry on.

Respectfully submitted,

HARVEY M. WATKINS, M. D.

Superintendent.

FUTURE NEEDS OF POLK STATE SCHOOL

Polk State School represents the most overcrowded State-owned institution in Pennsylvania. Our greatest need is expansion. With 646 on the waiting list our new building now being built will neither take care of this number nor will it relieve any of our **CHILDRY BUILDINGS** which will care for the lower type child, especially the bedridden and infirm. Over a period of years the accumulation of this type has been gradual and now demands serious consideration. I recommend such buildings to be placed in the rear of our present construction, and they should accomodate approximately 200 each. If funds do not permit the building of both of these buildings in one biennium, provisions should be made to build one, occupying it with both sexes until the other could be procured.

ADDITIONAL STOREROOM FACILITIES. Three schoolrooms are now occupied by stores. All stores should be centralized. Second story addition to present storeroom badly needed.

BOILER HOUSE IMPROVEMENTS. Our present electrical equipment is inadequate. If we are to continue to generate our own electricity, new equipment is immediately needed. New generators and new steam turbines totaling \$75,000 to \$85,000 should be installed at once. Surveys show that present production costs are excessive and that our equipment is antiquated. Unless this item is granted it will be necessary for us to purchase from Public Service Corporations when our new building is completed.

SUPERINTENDENT'S RESIDENCE. This is the only school for the mentally defective in the State that does not have a superintendent's residence.

NURSES HOME. Approximately one-fourth of our employees reside outside the institution. Facilities should be made which would enable us to properly house these employees.

COTTAGES FOR PHYSICIANS. No physician connected with the institution has a separate home, but resides in the buildings occupied by the children. Four such homes are needed.

FARM COLONY. A farm colony for the housing of the type boy suitable for farming, together with the employees of the farm, should be considered.

REPORT OF THE STEWARD

Production for the year ending May 31, 1927.

FARM

Article	Quantity	Value	
Stock Beets	17.25 tons	\$ 146.63	
Apples	1946 bu.	1,153.90	
Cider	500 gal.	90.00	
Ensilage	594 tons	3,266.00	
Grain:			
Oats	3342 bu.	1,612.52	
Corn (shelled)	100 bu.	84.00	
Green Forage	100 bu.	994.50	
Hay	279.50 tons	5,629.00	
Meat:			
Mutton	145 lb.	23.92	
Lamb	576 lb.	144.00	
Potatoes	2029 bu.	3,411.00	
Straw	70.50 tons	1,079.50	\$17,634.97

DAIRY

Milk	651518 qt.	\$52,121.44	
Beef	16355 lb.	1,635.50	
Veal	4696 lb.	723.32	\$54,480.26

GARDEN

Asparagus	129 bunches	\$ 19.35	
Beans (all kinds)	469.50 bu.	704.25	
Beets	427 bu.	385.20	
Beet Greens	52 bu.	52.00	
Cabbage	70434 lb.	1,105.45	
Cauliflower	5592 lb.	448.45	
Celery	339.50 doz.	210.12	
Cucumbers (dicing)	40.96 bu.	108.72	
Cucumbers (pickling)	102 bu.	61.50	
Carrots	139 bu.	152.90	
Egg Plant	23.25 doz.	17.44	
Sweet Corn	9609 doz.	1,441.35	
Lettuce	5537 lb.	679.70	
Onions (winter)	670 bu.	2,010.00	
Onions (green)	7713 doz.	231.93	
Parsnips	224 bu.	280.00	
Peas	365 bu.	1,095.00	
Peppers	708 doz.	175.20	
Pop Corn	351 lb.	35.10	
Pumpkin (pie)	2265 lb.	45.30	
Rhubarb	1799 bunches	35.98	
Radishes	290 bunches	14.50	
Rutabagas	6 bu.	5.40	
Sauerkraut	78 bbl.	1,200.00	
Swiss Chard	741 bu.	741.00	
Spinach	300.25 bu.	270.22	
Squash	4277 lb.	106.92	
Turnips	188 bu.	188.00	
Tomatoes (hot house)	99 lb.	29.70	
Tomatoes (field)	892.75 bu.	1,010.94	
Celery Cabbage	5 bu.	1.00	\$12,862.62

PIGGERY

Pork	35705 lb.	5,412.58	
Lard	3534 lb.	526.54	\$5,939 12
			<hr/> \$90,916.97

INVENTORY OF LIVE STOCK AS OF MAY 31, 1927.

FARM:			
Horses	11	\$2,000.00	
Mares	5	800.00	
Ponies	15	600.00	\$3,400.00
DAIRY:			
Milkers	107	\$16,050.00	
Dry Cows	10	1,500.00	
Calves (under 6 mo.)	26	650.00	
Heifers	52	5,200.00	
Bulls	3	1,030.00	
Bulls (under 6 mo.)	3	150.00	
Veal Calves	4	40.00	\$24,620.00
PIGGERY:			
Brood Sows	37	740.00	
Boars	2	100.00	
Small Pigs	146	730.00	
Fattening Pigs	128	1,280.00	\$ 2,850.00
Total Inventory—year ending May 31, 1927.			<u>\$30,870.00</u>

REPORT OF THE STEWARD

Production for the year ending May 31, 1928.

FARM

Article	Quantity	Value	
Stock Beets	74 tons	\$ 629.00	
Turnips	236 bu.	135.60	
Apples	1.50 bu.	1.50	
Ensilage	857 tons	4,778.50	
Grain:			
Oats	2997 bu.	1,669.25	
Green Forage	132.25 tons	752.87	
Hay (mixed)	232.75 tons	4,259.50	
Hay (alfalfa)			
(Fire loss replacement) ..	6.4958 tons	149.46	
Potatoes	3599 bu.	3,637.40	
Straw	108.681 tons	871.69	\$16,884.77

DAIRY

Milk	619436.50 qt.	49,554.92	
Beef	15843 lb.	1,584.30	
Veal	4658 lb.	742.50	\$51,881.72

GARDEN

Asparagus	97 bunches	\$ 14.55	
Beans (all kinds)	384.50 bu.	576.74	
Beets	591.75 bu.	532.57	
Beet Greens	7 bu.	6.30	
Cabbage	65390 lb.	980.85	
Cauliflower	2549 lb.	178.43	
Celery	294.50 doz.	176.70	
Cucumbers (dicing)	369.58 doz.	73.92	
Cucumbers (pickling)	88.56 bu.	53.14	
Carrots	249.25 bu.	274.18	
Egg Plant	20.33 doz.	15.25	
Honey	93 lb.	21.39	
Lettuce	5974 lb.	896.10	
Onions (winter)	410.25 bu.	690.25	
Onions (green)	13232 doz.	396.96	

Parsley	635 bunches	31.75	
Parsnips	223 bu.	278.75	
Peas	122 bu.	366.00	
Peppers	736.50 doz.	147.30	
Pop Corn	923 lb.	15.50	
Pumpkiins (pie)	1050 lb.	21.00	
Rhubarb	204 bunches	4.08	
Radishes	1556 doz.	54.84	
Sauerkraut	76 bbl	687.04	
Sweet Corn	6559 doz.	983.85	
Swiss Chard	351 bu.	351.00	
Spinach	270 bu.	243.00	
Squash	5347 lb.	80.20	
Turnips	636.25 bu.	427.45	
Tomatoes (hot house)	247.25 lb.	37.12	
Tomatoes (green)	202 bu.	157.80	
Tomatoes (field)	1300.75 bu.	1,522.58	
Celery Cabbage	29 bunches	2.90	\$10,299.49

PIGGERY

Pork	40664 lb.	\$5,705.72	\$5,705.72
			<u>\$84,771.70</u>

INVENTORY OF LIVE STOCK AS OF MAY 31, 1928.

FARM:			
Horses	12	\$ 2,250.00	
Mares	3	450.00	\$2,700.00
DAIRY:			
Milkers	93	14,400.00	
Dry Cows	15	2,250.00	
Calves (under 6 mo.)	37	925.00	
Heifers	45	4,500.00	
Bulls	2	880.00	
Bulls (under 6 mo.)	1	50.00	
Veal Calves	15	150.00	\$23,155.00
PIGGERY:			
Brood Sows	25	500.00	
Boars	1	50.00	
Small Pigs	137	685.00	
Fattening Hogs	106	1,060.00	\$2,295.00
Total Inventory—year ending May 31, 1928.			<u>\$28,150.00</u>

PRESENT USE OF LAND HOLDINGS.

Buildings, Lawns and Play Grounds	130	Acres
Orchard	29	Acres
Arable Land under Cultivation	649.835	Acres
Waste Land	263.641	Acres
Timber Land	728.867	Acres
Pasture Rough Land	237.987	Acres
Total	2,039.330	Acres

The reforestation program operative for the past eight years provides for the planting of all waste land, including spring land, with ever-green trees for timber production. To date approximately 200 acres have been planted.

**COMPARATIVE STATEMENTS, AGRICULTURAL ACTIVITIES
FOR PERIODS INDICATED**

	June 1, 1926 to May 31, 1927	June 1, 1927 to May 31, 1928	June 1, 1926 to May 31, 1928
FARM			
Earnings	\$17,847.37	\$18,557.94	\$36,405.31
Expense	22,869.66	23,352.77	46,222.43
NET EARNINGS*	5,022.29	4,794.83	9,817.12
TRUCK GARDEN			
Earnings	\$12,862.62	\$10,299.49	\$23,162.11
Expense	6,923.29	7,503.62	14,426.91
NET EARNINGS	5,939.33	2,795.87	8,735.20
DAIRY			
Earnings	\$55,177.54	\$53,614.69	\$108,792.23
Expense	35,105.20	37,703.76	72,808.96
NET EARNINGS	20,072.34	15,910.93	35,983.27
PIGGERY			
Earnings	\$ 6,270.37	\$ 6,018.72	\$12,289.09
Expense	4,088.05	4,158.02	8,246.07
NET EARNINGS	2,182.32	1,860.70	4,043.02
TOTAL NET EARNINGS AGRICULTURAL ACTIVITIES			
	\$23,171.70	\$15,772.67	\$38,944.37

*Excess of Expenses over earnings.

**TABLE I.
General Information**

Date of opening	April 21, 1897
Value of Real Estate, including Buildings	\$3,582,288
Value of Personal Property	374,679
Total Valuation	3,956,957
Total Acreage of Institution Property	2039
Total Acreage under cultivation	887

TABLE II.
Movement of Population

	1926-1927			1927-1928		
	Boys	Girls	Total	Boys	Girls	Total
Number at beginning of year ..	1099	1145	2244	1103	1148	2251
Admitted during the year	111	98	209	174	167	341
Total cared for during the year	1210	1243	2453	1277	1315	2592
Discharged—improved	51	31	82	36	25	61
Discharged—unimproved	31	27	58	12	14	26
Tr'sferred to other institutions					54	54
Died	25	37	62	31	33	64
Remaining at end of year	1103	1148	2251	1198	1189	2387

TABLE III.
Number Admitted and Discharged During Each Year

Year	Admitted		Cared for		Discharged							
	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls
1897	203	150	203	150	2	1	1	1	3
1898	124	78	325	225	15	9	4	13	9	32	22
1899	86	57	379	260	15	9	5	12	3	27	17
1900	86	65	448	308	28	9	4	3	20	11	52
1901	86	65	472	350	4	1	3	3	15	15	22	19
1902	78	67	529	398	32	10	5	3	16	16	53	29
1903	73	50	549	419	21	10	6	5	14	4	41	19
1904	107	70	615	470	26	15	3	24	9	50	27
1905	118	56	683	409	13	6	1	1	27	16	41	21
1906	150	120	792	596	66	26	6	7	61	18	133	53
1907	131	64	791	608	43	22	13	1	27	20	83	49
1908	67	53	775	618	32	14	3	8	19	17	54	30
1909	81	67	803	644	7	1	9	15	23	14	29	33
1910	130	97	803	713	28	9	12	2	35	20	75	31
1911	132	116	948	800	67	25	10	12	41	33	118	70
1912	121	74	951	804	57	33	12	7	27	29	96	69
1913	111	75	966	810	63	27	4	7	40	17	107	51
1914	106	75	965	834	50	15	11	6	30	21	91	42
1915	83	53	957	845	35	24	3	7	28	19	66	50
1916	86	180	977	975	32	22	7	5	34	22	73	49
1917	141	139	1045	1065	56	32	9	19	35	29	100	80
1918	141	115	1086	1100	51	32	14	15	46	28	111	75
1919	165	117	1140	1142	64	43	15	13	99	48	178	104
1920	138	98	1100	1136	72	60	25	13	36	34	129	107
1921	153	118	1124	1147	94	76	20	8	32	41	146	125
1922	127	100	1105	1122	35	33	14	11	44	32	93	76
1923	125	122	1137	1168	88	53	14	18	32	41	114	112
1924	124	123	1147	1179	46	41	10	22	34	31	90	94
1925	82	115	1139	1100	28	22	2	8	33	21	63	51
1926	105	98	1181	1247	34	55	10	9	38	38	82	102
1927	111	98	1210	1243	51	31	31	27	25	37	107	95
1928	174	167	1277	1315	36	79	12	14	31	33	79	126

Table IV
Age of Those Admitted*

				1926-1927			1927-1928		
				Boys	Girls	Total	Boys	Girls	Total
Under 10 years			46	33	79	60	64	124
10 to 14	"		31	26	57	44	51	95
15 to 19	"		23	22	45	48	58	86
20 to 24	"		5	6	11	14	6	20
25 to 29	"		2	2	4	1	2	3
30 to 34	"			2	2			
35 to 39	"						1	1
40 to 44	"			1	1			
TOTAL				107	92	199	167	162	329

*Note: Does not include 22 readmissions.

TABLE V.
Number Employed in Industrial Branches

	Boys	Girls	Total
Bake Shop	10		10
Carpenter Shop	4		4
Dairy	8		8
Domestic Duties	228	415	643
Farm and Gardens	72		72
Grading, Road Building, etc.	9		9
Laundry	22	57	79
Mattress Shop	11		11
Painting	4		4
Sewing	11	64	75
Shoemaking and Repairing	6		6
Tailoring	10		10
Piggery	4		4
Storeroom	6		6
TOTAL	405	536	941

GENERAL INFORMATION

LOCATION

Polk State School is located in Polk, Venango County, Pennsylvania, six miles west of Franklin on the Franklin and Oil City branch of the New York Central Railroad. It is eighty-five miles north of Pittsburgh.

A bus line is in operation between the school and Franklin, also between Polk and Sandy Lake. The latter line makes connection with buses for Stoneboro, Mercer, Sharon and New Castle.

It may be reached from Pittsburgh over the Allegheny Valley branch of the Pennsylvania Railroad to Franklin and from Franklin to Polk via the bus line or the New York Central Railroad; or over the Erie and Pittsburgh Division of the Pennsylvania Railroad via Mahoningtown to Stoneboro and bus line from Stoneboro to Polk.

The school may be reached by automobile over good roads from Pittsburgh via Butler and Harrisville; from Mercer via Sandy Lake; From Erie via Meadville and Franklin; from the east via Philipsburg, Clearfield, Clarion and Franklin.

APPLICATION FOR ADMISSION.

Polk State School is for the care of mentally defective children of western Pennsylvania, and receives children from the following Counties:

Allegheny, Armstrong, Beaver, Butler, Bedford, Blair, Crawford, Clarion, Cambria, Clearfield, Cameron, Centre, Clinton, Erie, Elk, Fayette, Forest, Fulton, Huntingdon, Greene, Indiana, Jefferson, Juniata, Lawrence, Mercer, Mifflin, McKean, Potter, Somerset, Venango, Westmoreland, Washington and Warren.

Each applicant for admission must be a legal resident of the State of Pennsylvania, and all applications must be made on forms prescribed by the Department of Welfare in accordance with the Mental Health Act of July 11, 1923 (Act No. 414). This form may be obtained from the Department of Welfare, Harrisburg, or direct from the Polk State School. Below is quoted sections 309 and 310 of the above Act.

Section 309. The Superintendent of any State or licensed school for mental defectives may receive and detain any mentally defective person, resident of this State, under twenty years of age and incapable of being properly educated and trained in the public schools, whose condition of mental defect and whose need of and fitness for care in a school for mental defectives shall have been certified to by a qualified physician, and whose admission shall be applied for by a parent, guardian or relative of such person, or by any other responsible person having custody of such mentally defective person or being liable for his support.

The said application shall be made on form prescribed by the department, and shall state the name, sex, age, and residence of said mentally defective person, and such other facts as may be required by the department. If the facts or any of them are unknown to the applicant, it shall be so stated in the application.

If the said application is for the admission of a person to a school owned and controlled by the Commonwealth, it shall be endorsed by the poor authorities of the County in which the said person resides, if there be such authorities in said County, otherwise by the directors or overseers of the poor district in which said person resides.

But before any person shall be admitted to any school for mental defectives under the provisions of this section, the consent of the managers or superintendent thereof to such admission shall have been obtained.

The poor authorities of any county, or the overseers of the poor district therein, in endorsing an application for the admission of a person to said school, shall state whether or not such person has an estate of sufficient value or a parent or parents of sufficient financial ability to defray the expenses, in whole or in part, of supporting such person in said school, and if there be such means of support in part only, then the amount per month which the parent or parents or legal guardian of such person may be able to pay; and the person or persons who make the application for such admission shall therein make statement, under oath, as to such means of support. Said managers or superintendent in accepting an application for the admission of any person shall fix the amount, if any, which shall be paid for such support according to the ability of such parents or parent of the person, or according to the value of such person's estate, if any, and shall require payment for such support, so far as there may be ability to pay, as a condition to the admission or retention of said person. Said amount may, at any time be changed by said managers or superintendent upon receiving further information concerning such means of support. When neither the said person nor his parent or parents are of sufficient financial ability to defray the expense, in whole or in part, of his support in said school, the ascertainment of the facts shall be as herein before stated, and the poor authorities or directors or overseers of the poor endorsing the application shall agree to pay the school for clothing, as may be required for the comfort and advantage of said person, at an annual rate to be established by the trustees or managers of the school after submission of the same to and approval by the department. All other support at the school shall be provided for by annual appropriations, at such per capita rates as shall be appropriated by the General Assembly, on the application of the trustees or managers, after submission of the same to and approval by the department: Provided, however, that in any judicial district in which there is a municipal court vested with the exclusive jurisdiction over proceedings concerning children suffering from epilepsy, nervous and mental defects, then admission of mentally defective or epileptic children to any State or municipal institution from said judicial district shall be exclusively vested in said court.

SECTION 310. The superintendent of any State or licensed school for mental defectives may receive and detain any mentally defective person twenty years of age, or who is of such inoffensive habits as to make him a proper subject for classification and discipline in a school for mental defectives. The procedure for admitting any such person shall be the same as for the admission of mentally defective persons under the age of twenty years.

As soon as applications are completed they should be forwarded to the Polk State School, following which the approval or disapproval of the Superintendent or Board of Trustees will be given; also an approximate date of admission.

No pupil should be entered in the School as a matter of experiment, with a view of spending a brief period, as mental deficiency requires supervision and training over a long period of years.

No pupil suffering from infectious or contagious diseases is admitted.

Applications for the admission of children below six years or above thirty years of age are not advisable.

Admission day is Tuesday of each week.

Visiting days are every day in the week from 9:00 to 11:00 A. M. and from 2:00 to 5:00 P. M. It is necessary that all relatives visiting patients shall obtain written permission from the office in the Administration building.

All packages to children should be plainly addressed, showing the child's name in full and the sender's name in upper left-hand corner. Packages for special holidays, such as Christmas, should be mailed well in advance.

All money for children is to be left at the main office.

SCHOOLS

The aim of the School Department is to furnish academic instruction insofar as the ability of the pupil permits. Following their admission, the children are placed in graded school work, depending upon their mental age, intelligence quotient, physical development, personality traits, etc. Academic instruction, beginning at the kindergarten, is carried through to and includes the fifth grade of public school work.

Before reaching the limit of the pupil's scholastic ability, industrial training is begun, the institution having some forty or fifty different occupations, industries and trades. The development of good habits, cultivation of cheerfulness, cleanliness and discipline go hand in hand with industrial and academic training.

Industrial and manual training is put into practical use on our farm, in our garden, in the dairy and the various mechanical trades of the institution.

Physical training is stressed and is given for hygienic, corrective and educational value. Gymnasium equipment is complete and allows great variety of exercises. Throughout the year special recreations are given in the nature of baseball, basketball, mush-ball, skating, swimming, etc.

Music is encouraged and stimulated. A forty-piece band composed entirely of children, together with orchestra and special choirs, contribute much to the enjoyment of the children.

Religious services are held each week throughout the year. All denominations are represented. Children are expected and encouraged to attend the services of their faith.

RECREATION AND AMUSEMENTS.

The playgrounds are equipped with baseball diamonds, teeter boards, swings, slides, sand piles and a variety of playground apparatus.

Outdoor exercise is encouraged. Daily walking parties are required of every building.

Weekly dances for the children are held in the gymnasium, music being furnished by the school band and orchestra.

Moving pictures are exhibited at least one night every week in the main auditorium. In addition to this, special pictures are shown throughout the year.

Plays are given by the pupils and every child is encouraged to take part in dramatic work. Plays, entertainments and amateur theatricals are also given by outside talent.

All holidays, particularly Christmas, Memorial Day and Independence Day, are appropriately observed.

GIFTS

Donations are gladly received. The contribution of books, magazines, toys, games, and musical instruments are especially appreciated. All such contributions should be addressed to Polk State School, Polk, Pennsylvania.

HV Park State
3007. Biennial
P4P

DATE

ISSUED TO

~~10/24/08~~ ~~W. H. H.~~

~~11/15/08~~ ~~W. H. H.~~

